DOCUMENT RESUME

ED 070 480 LI 004 032

TITLE	Long-Range Plan for Library Development.
INSTITUTION	Missouri State Library, Jefferson City.
PUB DATE	72
NOTE	33p.; (0 References)
EDRS PRICE	MF-$0.65 HC-$3.29
DESCRIPTORS	Evaluation; *Library Planning; *Library Programs; *Library Services; *Objectives; State Libraries; *State Programs
IDENTIFIERS	Library Services and Construction Act; LSCA; Missouri; *State Plans

ABSTRACT

The ultimate goal of this long-range development plan is that as many Missourians as possible be enabled to have available that kind of library service which will assist them to be a part of fundamental human processes. To achieve this goal, focus, in order of priority, is upon the following programs: (1) library service to the blind, physically handicapped, and institutionalized persons; (2) maintenance of existing personnel and positions; (3) improvement of the State Library; (4) personnel development; (5) service to the urban and rural disadvantaged; (6) metropolitan libraries; (7) statewide programs and experiments; and (8) local experiments; demonstrations and projects. (Other State Plans are: LI003985-003993, LI003995-004004, LI004027 through 004031, LI004033-004035, and LI004038-004046.) (Author/SJ)

ED 070480

U.S. DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
OFFICE OF EDUCATION
THIS DOCUMENT HAS BEEN REPRO-
DUCED EXACTLY AS RECEIVED FROM
THE PERSON OR ORGANIZATION ORIG-
INATING IT. POINTS OF VIEW OR OPIN-
IONS STATED DO NOT NECESSARILY
REPRESENT OFFICIAL OFFICE OF EDU-
CATION POSITION OR POLICY.

LONG-RANGE PLAN FOR LIBRARY DEVELOPMENT

MISSOURI STATE LIBRARY
Jefferson City, Missouri 65101

LI 004 032

PREFACE

This plan document, which covers the period July 1, 1972 through June 30, 1977, is a distillation of numerous meetings, conversations, letters and even of passing suggestions that have taken place or have been given during the past twenty months.

Beginning with a pre-conference held prior to the annual meeting of the Missouri Library Association in September of 1970, on the use of federal funds in Missouri, librarians, trustees, and citizens have discussed the issue of how most effectively federal, state, and local funds can be directed toward improved library service in the State.

As has been true in the past, Missourians have viewed library service as multi-faceted -- an activity essentially complex and, therefore, not subject to a single or a simple formula for improvement. This sophisticated view necessitated not only an examination of multitudes of possible approaches to library development but a fundamental analysis of the very purposes of library service.

Meetings held during 1971 with various groups of librarians and trustees, and a formal gathering of the Advisory Committee, led to the distribution of a preliminary document expressing a "philosophy" of library service. This document, essentially an effort to provoke comment and criticism from those reading it on the role of libraries in society, elicited considerable thoughtful response from all quarters and tended to produce the consensus of thinking which is contained in this present document.

This then is the result of all of this analysis and discussion and represents what appears to be the feeling and sentiment not only of those who possess formal ties to libraries but of many others who have been co-opted into the library community for this purpose of planning.

The plan was developed in consultation with the United States Office of Education and the final draft was adopted by the Advisory Committee on June 12, 1972.

The Missouri library community, and the Advisory Committee, will continue to analyze, evaluate, and propose new solutions to library service problems in the months and years ahead.

This plan, together with any evaluation data produced in the future, will be distributed to libraries, library trustees, the mass media, and to interested citizens of the State. The plan will be ed annually with appropriate revision and amendment based upon ation.

INTRODUCTION

Whether one is attempting to influence voters to create a library or to increase the tax for a long established library, one question always is present: Why Libraries?, or, more specifically, What purpose(s) do libraries serve which justify the expenditure of tax monies for their support?

Library people have for years engaged in composing catalogs of the services which they provide, or would like to provide, to the citizen. Though these library service statements tend to be quite broad, e.g., Service to Children, Service to the Aged, Service to Business, etc., they all involve the following: let any person, motivated by his own curiosity, ask his library for information, and that library will supply books, etc., to help, at least in part, satisfy his wishes.

In this concept, the library serves: it stands ready to respond in whatever way, to the motivations--the needs--of any citizen who calls upon it. In this concept the library remains essentially indifferent to the merits of the request; its concern is that the request be met.

Following this line of thought, one might assume that "library service" is simply the sum of the millions of individual requests for help which libraries receive and satisfy; that the library may perform with little thought of how its services are used or for what ultimate purpose.

It seems possible to pull together the millions of information searches and discoveries which can and do take place in libraries and make a generalization about the ultimate purpose of a library.

This plan has as its basis and as its goal the proposition that all library activity is calculated and directed toward minds that are alive: that the library's ultimate purpose is to assure that human thought is provoked, sparked, and stimulated, to be ever moving, ever searching, ever determined to know and to understand.

No book, no article, no printed piece has ever been written save to communicate from one mind to another; to transfer from one man to another insight, understanding, and awareness. No library has ever existed save to be the means for this constant prodding of one mind by another.

Beyond this, a still more distant and remote goal for a library is contemplated by this plan.

The above-mentioned "motion of the mind" ultimately brings one to meditation upon the eternal problems of men -- Good and Evil, Justice, Truth, Existence, the Purpose of Life, the Destiny of Man, Eternity; all of the ancient problems which seem to involve the word "Why?".

The ultimate goal of this plan is that as many Missourians as possible be enabled to have available that kind of library service which will assist them to be a part of these fundamental human processes.

In addition to these transcendent goals there are two other direct results which come of the availability of library service.

On the one hand there are the pragmatic and utilitarian results which come from the availability of information -- the technique learned, the process understood, the insight gained -- the learning which yields practical, measurable, and profitable results.

On the other hand it is clear that there is a direct relationship between knowledge and information and the maintenance of individuality, of personal integrity and wholeness, of individual freedom. In a complex society no individual can function with success and with a sense of personal worth and identity unless he be equipped with that information and knowledge appropriate to his state in life and his personal ambitions.

Libraries of every kind exist and have existed to satisfy, at least in part, these continuing human needs. Citizens have created and maintain libraries by way of recognizing the library's value in these respects. The growth and development of libraries, as envisaged by this plan, will depend upon a continued and growing recognition by citizens that libraries do indeed fulfill an important role in their lives.

Federal (Library Services and Construction Act) funds made available to the State will be used, in keeping with federal law and regulations, to:

1. Plan for improvement and development of library programs.

2. Extend and improve library resources in areas of the State and to groups of persons without such services or with inadequate service.

3. Improve library service to individuals in State supported institutions.

4. Improve library services for the physically handicapped.

5. Improve library services for the disadvantaged, both urban and rural.

6. Strengthen metropolitan libraries which serve as national or regional resource centers.

7. Assist in constructing public library facilities.

8. Plan and develop cooperative library networks.

9. Accomplish other purposes as outlined in the Long-Range Plan.

THE PEOPLE OF MISSOURI AND THEIR LIBRARIES

The 4,677,399 citizens of Missouri have equipped themselves in various ways with libraries.

Briefly, nearly 90% of the citizens have created and support some kind of public library. (4,084,183 persons)

The 642 public school districts of the State, strongly influenced by Title II of the Elementary and Secondary Education Act, provide library services to over 1,000,000 students from kindergarten through twelfth grade. Additional young persons receive library services in the State's private and parochial schools.

Over 50 junior colleges, colleges, and universities provide faculty and students with library services.

An unknown number of special libraries, including office information sources, support the specialized needs of portions of the population.

Finally, private, informal information sources, ranging all the way from the purchases of books and magazines from stores through a wide range of cultural offerings by art galleries, museums, orchestras, and lecture series, as well as the ever-present newspapers and radio and television outlets, contribute to the informing, enlightening, and educating of Missouri's citizens.

It seems obvious that planning for library service must proceed with a consideration of the total information needs of the people and of the total information potential available to them.

Although many libraries exist in Missouri, their distribution within the State is uneven and there are great variations among them.

For example, ten percent of the State's total population does not have public library service available at all. This unserved population is, itself, not concentrated, and it lives for the most part in 36 sparsely settled counties. Although seven large public libraries serve 63% of the population served, 85 libraries serve populations smaller than 25,000 persons with 38 of these serving less than 5,000 persons. Though Missouri law will permit the levying of a 2 mill tax for library support and 52 public libraries have that level of support, 63 libraries have tax support at only 1 mill. The application of the standards for public libraries promulgated by the American Library Association to most of Missouri's public libraries would show that they are vastly deficient in respect to support, personnel, materials and indeed in respect to almost all details of operation.

Similarly there are variations to be found among the school library services available. While some school districts possess full-blown programs, especially at the high school level, with staff, materials and general program moving toward the accomplishment of standards recommended by the State Department of Education, others provide minimal services and are dependent in large measure upon the funds made available through Title II of the Elementary and Secondary Education Act. The limitations on library service in private schools are, if anything, greater than those in public schools.

The services of the institutions of higher education show similar variation: while distinguished research libraries exist in the large universities, with materials collections numbered in excess of one million volumes and staff in the hundreds, small colleges operate with materials collections smaller in size than those of some public library branches and with only two or three staff members.

The Missouri library community has long since recognized these deficiencies and inadequacies. Inspired and influenced by a number of studies of the past (Martin Survey, 1953; Schenk Survey, 1962; Downs Survey, 1965; Community Studies Survey, 1966) various efforts at overcoming inadequacy have been made.

In the public library area there emerged Missouri Library Service: A Guide to its Development and Standards of Service, 1963, a document outlining the interrelationships among public libraries and proposing the means whereby local public libraries could cooperate with one another in order to achieve improved services. Sixteen regional libraries composed of 50 county library districts, 5 library systems composed of 32 public library districts, 2 processing centers, and a statewide film cooperative are examples of this kind of progress.

Similarly libraries in institutions of higher education have developed means for working together cooperatively, notable examples of this being the Library Committee of the Higher Education Coordinating Committee of Metropolitan St. Louis, a counterpart group in Metropolitan Kansas City, a gathering of libraries in the Springfield area, and the interrelationships among the libraries of the four campuses of the University of Missouri.

Although students in the public and private schools have been avid users of public and even of academic libraries, and although public libraries, notably through bookmobiles, have sought to reach students at schools, efforts at a high degree of cooperation between school libraries and other libraries have not always been productive. Differences of function and philosophy and restrictions on the expenditure of tax monies are among the reasons why extensive cooperation, coordination, or even consolidation in this area have not taken place.

In addition to variation among libraries in respect to size, financing, adequacy, and other "internal" measurements, there is wide variation among citizens in respect to their attitude and view of library service. Not only are there the 10% of the population who lack public library service -- and among those are some who also have no access to an academic library and possess school libraries of minimal quality -- there are also those, who, though perhaps having available substantial library resources, e.g., citizens of the two metropolitan areas, nevertheless see little or no value in the use of any library for themselves. Though one might hope that their information needs are adequately met through their own devices, one must wonder whether their "alienation" from library use may result from actual or supposed inadequacies of the library. Missouri, like other States, must contemplate a service in which a minority of the population can be considered "avid" users with the majority non-users; some of these may value a library as a necessary potential in their lives; others are totally indifferent to it in every way.

This population would in great measure be composed of those whose use or non-use of libraries results essentially from their own attitude toward the library; for reasons of their own they voluntarily act in a certain way toward that which is offered to them as a "library". They freely choose alienation or enthusiasm, or something in between.

Another portion of the population not necessarily included with those above may be called "the inhibited". These generally are persons who, through no free choice of their own, are unable, or able only with the greatest difficulty, to choose to use a library.

This "inhibited" population would include the economically deprived: persons who because of poverty and the demoralizing impact of life-long privation are both physically and psychologically indifferent to any potential benefits from library services. Black populations, Chicano groups, members of other minority groups whose social ostracism is often coupled with economic deprivation are among this segment. The average spendable income per family in a number of Missouri counties is less than $5,000 per year and it may be that library services, especially for those not in school, is of limited present day value to those who must live with the despair of poverty.

Another group must live where geographic isolation may make books and reading seem attractive but where that same isolation makes access to books difficult. Many counties in Missouri have population concentrations of fewer than 25 persons per square mile.

Five thousand blind persons and many times that number of physically handicapped citizens (one estimate is 500,000 persons) find traditional library services as well as conventional printed materials difficult, even impossible, to use.

Nearly 17% of the State's total population is 60 years of age or older. Forty-eight thousand persons are reported to reside in institutions of various sorts. Nearly 16,000 of these reside in institutions maintained by the State. Library service for most of those persons will exist and will be valuable only to the extent that efforts are exerted by "outsiders" to make such services available.

The last group to be noted are the illiterate or functionally illiterate populations which in some areas of the State may amount to as much as 10%, for whom "books and reading" in the voluntary, traditional sense of the term is meaningless.

The populations described above exist throughout the State. Whereas not every "disadvantaged" characteristic may be found everywhere, it is true that combinations of several of these problems may be found in many places. Thus illiteracy, age, poverty, and geographic isolation may be found in many rural areas while poverty, racial ostracism, age, and illiteracy are to be found in the ghettos of the metropolitan central cities.

LIBRARY RESPONSES:

To address and solve the problems of the wide variation and inequality of library service in different parts of the State, as well as to create, develop, and carry out meaningful library services for disadvantaged groups, libraries have three "tools".

The first "tool" which the library has is people. These are the individuals who work in libraries and those trustees or administrators to whom the librarian is responsible and who in great measure develop and prescribe the principles and policies under which the library shall function.

Whether employee or member of a governing board or administration, these persons must be equipped with an understanding both of the needs of the clientele to be served and of how the information services of a library may reach and serve that clientele. This implies both a deep understanding of who should be reached by the library and how the library, if successful, can enhance those it proposes to serve.

Because the library employee is involved in a career way with the operation of the library, upon him falls the responsibility not only to operate the library's programs (internal management) but the necessity to develop such competences as the ability to discover the actual needs of users; the ability to convert, if necessary, ongoing programs to meet newly discovered needs; the skill to choose among several alternative methods of operation that technique most appropriate to a real clientele; and the wisdom to understand how information from a library may most profitably and efficiently be offered to a clientele.

Thus, sufficient numbers of properly educated, sensitive and aware individuals must be available to libraries if excellent library service is to be achieved. Perhaps of all three of the library's tools, personnel is the most important.

The second library "tool" is its materials. These are the books, the magazines, the phonograph records, the tapes, the film, the records of human thought and creativity which the library makes available to its users. These are the "idea stimulators", the "information givers" the use of which causes a library to be created.

Though gross quantities of material are of importance in a library context, more important is the relevance of the material to the users whose needs must be met. Equally important is the availability within the library structure of procedures for locating with precision the information needed. Indeed, direct ownership of certain material is often of less importance than a knowledge of where it may be found and how it may be obtained.

Thus, the second "tool" of the library is its stock of materials, intelligently obtained with a concern that it meet satisfactorily the information quests of citizens.

The third "tool" of librarianship can be called "technique" or "method". By this is meant all of the procedures, methods, and activities whereby the library employees bring the materials of the library to people. These are the operating devices. Included here is the atmosphere -- the physical structure or surroundings -- within which library activity takes place; the law which inhibits or encourages the creation and development of library service; finance, the funds which provide both employees and materials as well as those methods, both traditional and experimental, which libraries use; the techniques of organization -- cataloging, bibliographic control of materials, use of personnel, interrelationship of libraries; machines -- photo reproduction devices, automation, microfilm, etc., which solve or reduce in importance problems of information dissemination; and all of the theoretical proposals such as the surveys noted above designed to point out ways for the more effective operation of libraries.

The careful, sensitive, and balanced interrelating of these three tools is the essence of library operation.

It should be noted here that transcending all of the above matters, which are essentially internal to the library, there exists and will continue to exist public opinion toward library service. An expert blending of the three ingredients of library activity should co-exist with, indeed should reflect and mirror, a corresponding public attitude of satisfaction and support for the library. Library activity must always take place with an acute sensitivity to the response of the creators and beneficiaries of the library.

BROAD GOALS:

With the above in mind four goals are set for this plan, three related to the library "tools" and one to an overriding consideration of public opinion.

The goals are:

a. That there be continuing dialogue and communication between the library and the total citizenry both to learn the needs and the degrees of satisfaction of citizen-users and to expose for consideration, discussion and refinement the concept of the library and of information in the lives of humans and their relationship to vital human concerns for freedom, individual identity, integrity and wholeness, minds that are alive, and the "eternal questions of Man". All of this not only to encourage use of the library but also to invite support, both moral and financial, for the idea of the library.

b. That sufficient library staff, adequately trained and sensitive, be available to operate library programs and to make those choices in the areas of materials and operating practices ("technique" and "method") calculated to produce increasingly more useful library programs for all citizens.

c. That the widest variety of materials of relevance be conveniently available to all persons, and this without needless duplication. Materials of interest and importance to the various "alienated" and "disadvantaged" groups would be of especial importance here.

d. That appropriate technique (in the broad sense here used) be both developed and chosen to assure that library service is available to all persons in the State, especially those presently deprived of such services because of the factors cited above.

SPECIFIC GOALS AND OBJECTIVES UNDER THE PLAN

PUBLIC ATTITUDES:

Goal: That the fullest understanding of the use, value, and potential of library service -- of the interchange of information through a library -- be had by all of the citizens of the State.

Objective:
That ongoing discussions of the role of libraries in society, of the relationship of the library to freedom, integrity, and informed citizenship be conducted by citizens, in the media, and in every forum where concern for the future of the State and nation is addressed.

Tasks: To develop, refine, and articulate the role of the library in society.

To motivate citizen concern for and awareness of library service.

To encourage the articulation by citizens of their own desires for changed library service and to discuss these changes with them.

To promote a broad awareness not simply of the existence of libraries but of their value and potential.

The tasks outlined above are ongoing and continuous. They are to be performed by all library-related individuals and hopefully by increasingly larger numbers of citizens.

A formal public relations or public information program is neither contemplated nor rejected in this concept; rather this implies a continuing and growing awareness on the part of both citizens and library-related persons of the need for constant communication between the users and the operators of this public institution.

STAFF:

Goal: That there be employed in all of the libraries of the State sufficient personnel to carry out programs appropriate to each library's role and that these persons be equipped by education, training, and experience to deal successfully both with the intellectual and informational content of libraries and the intellectual and informational needs of clientele.

Objective:

That sufficient qualified and trained individuals be employed by Missouri libraries to move toward standards set by the American Library Association.

Tasks: To continue a program of granting scholarships to promising individuals to obtain graduate degrees in Library Science. To continue a program of providing work experience -- internships -- to individuals currently enrolled in higher education and possessing an interest in librarianship as a career.

To provide, each year, through in-service training programs -- workshops, institutes, and short courses -- opportunities for library trustees and library employees to develop their own skills in reaching citizens and meeting their needs, in managing and operating library programs, and in understanding and working with ideas and information.

To provide special opportunities for library employees to learn of the problems and privations of disadvantaged humans -- to become "sensitized" to their needs -- and to develop appropriate and suitable means for bringing library services to them.

To cooperate with the Missouri Library Association and with other organizations concerned both with education and social welfare in efforts to develop learning experiences appropriate to library employees who are striving to relate their activities to citizen needs.

To provide grants to local public libraries for the creation of new professional positions on library staffs.

MATERIALS:

Goal: That access to and availability of library materials of whatever kind appropriate to the interests and information needs of every citizen, of whatever condition, in the State be accomplished, and this with a minimum of needless duplication.

Objective:

That knowledge of the bibliographic resources presently available in the State be obtained.

Tasks: To develop, within the State Library, an increasingly more sophisticated understanding of the specialized material resources of the State.

To analyze the information requests of patrons by way of determining points of emphasis in future acquisitions programs.

To develop a plan, by 1977, through research and analysis, for advising and encouraging the development of needed specialized materials collections in the State.

Objective:
That the two metropolitan area libraries which have and do serve as supplementary materials centers be further strengthened to support the materials needs of other libraries.

Tasks: To continue to grant funds to these libraries for their further growth and development.

To recognize, on the basis of analysis, the strength of other library materials collections (e.g. local history, periodicals, etc.) and to support their further development.

Objective:
That statewide cooperative programs which aim to supply specialized material to large numbers of local libraries, e.g., Missouri Libraries Film Cooperative, be created and aided in the further development of their resources.

Tasks: To consider the creation of other statewide cooperatives capable of serving broad purposes and providing specialized services.

To continue the development of the Film Cooperative.

Objective:
That materials resources in libraries other than those in the metropolitan areas be developed and enhanced, both to serve local needs as well as specialized needs statewide and to move toward the accomplishment of A.L.A. Standards.

Tasks: To determine specialized material strengths already existing.
To assist, through grants of funds, local library efforts to serve important local needs through materials collection development.

To recognize specialized needs, i.e., the aged, the business community, etc., in collection development activities.

Objective:
That the needs and wishes of the disadvantaged and all of those "inhibited" from the use of traditional library materials be recognized in acquisition programs and that emphasis be placed upon the needs for specialized materials of the physically handicapped and the institutionalized.

Task: To provide training for library employees in these matters.

TECHNIQUE AND METHOD:

Goal: That every citizen of the State, of whatever condition, have convenient access to a kind of library service appropriate to his interests, needs, and state of life.

Objective:
That those citizens in areas of the State presently without public library services (approximately 10% of the population) be afforded the opportunity to have those services.

Tasks: That legislation be enacted providing for an easier and simpler method for the establishment of local public library service.

That research be conducted into methods whereby areas financially incapable of supporting local public library services be provided such service by the State.

Goal: That libraries of the several kinds in any area of the State develop means for the fullest use by all citizens of the materials, staff, and special competences of each library.

Objective:
That methods for materials interchange, cooperative acquisition of materials, joint planning, reciprocal borrowing be developed in areas of the State. That every effort be directed to coordinate programs supported by L.S.C.A. funds and those supported by Elementary and Secondary Education Act funds and Higher Education Act funds. (ongoing activities)

Goal: That larger units of library service as defined in the Guide, supra, tending toward greater operating efficiency and more effective service be established throughout the State, either by formal consolidation and merger or by contractual means.

Objective:
That the number of regional libraries, library systems, consortia among libraries increase while the number of totally independent and aloof library organizations decreases.

That funds available for library support be increased; that legislation be passed permitting local citizens to increase local taxes beyond present limits and that the State, through its State Aid program, assume a greater degree of responsibility for the support of local library service. (ongoing activities)

Goal: That the State Library be empowered to plan, guide, and direct the development of total library service within the State, with local decision and control in no way being compromised.

Objective:
That legislation be adopted providing broader powers of coordination to the State agency with appropriate funding for projects designed to achieve the fullest coordination and development of library service statewide.

That the State Library undertake a concerted effort to develop programs of reaching the disadvantaged, the physically handicapped and the institutionalized in the State and be able, through grant programs, to support local efforts, traditional or experimental, to serve these groups. (ongoing activities)

Goal: That every library program be conducted in an "atmosphere" conducive to and productive of the fullest and most effective use of the information sources available.

Objective:
That every library examine and evaluate its physical plant in respect not simply to space needs but in terms of the value of physical surroundings to the total library program. (ongoing activities)

Goal: That information service as provided by libraries become an increasingly more important part of the processes by which the decisions of government are made.

Objective:
That the State Library become the effective and useful library for the State Government of Missouri.

That local libraries, in coordination and cooperation with the State Library, provide substantial and significant information services to local governmental bodies. (ongoing activities)

Goal: That libraries entertain and experiment with innovative methods of operation or service in recognition of unprecedented needs of citizens and as a means for pioneering totally new methods for serving people.

Objective:
That annually new approaches to library service be tested with the success or failure of each reported widely. (ongoing activities)

Most of the goals and objectives described above involve activities which are either ongoing today or are implied by ongoing activity. The actual implementation of many of these will involve local interest and concern, local enthusiasm, local funding and, only in part, the moral and financial support of the State Library. Many of these activities will take place simultaneously and in differing ways in different parts of the State.

Objectives and goals related to finance or to law necessarily include the assent and support of legislative bodies or of other, i.e., non-library administrators and officials. The degree to which the goal of maintaining continuing communication with citizens regarding the "library idea" is achieved will in great measure determine the extent to which these other objectives and goals can be achieved.

EVALUATION METHODS

PUBLIC ATTITUDE:

At the outset, this plan declared that citizen response to library services would be the final criterion for determining the success of these services. The ultimate evaluation of this plan will be that same citizen response.

Since such responses will be spontaneous, subjective, and irregular, they cannot be treated scientifically or with clinical precision. Nonetheless, they can be seen as "indicators" of "progress in a suitable direction".

Indicators of this kind are:

a. Evidences of growing demands in libraries for materials dealing with pressing national problems -- environmental pollution, population growth, role of government, taxation, limits of progress, international relations and responsibilities, as well as demands for material dealing with more pragmatic concerns -- vocational skills, technical information, recreational interests.

b. The amount of time or space given by various mass media to an exposition not so much of how a library is used but of why a library exists and what ultimate and immediate purposes it serves.

c. The degree of citizen participation in programs sponsored by libraries -- film showings, lectures, discussions -- which deal with crucial national problems.

d. Evidences that those who have been alienated from library use or inhibited from that use are turning toward libraries as a means for addressing their own concerns. Beyond this would be evidences that the national leadership of such alienated groups is encouraging library use upon its followers. Among that portion of the population confined in institutions, evidences of apathy or indifference changing to interest would be such an indicator.

e. Evidences that individuals who are candidates for political offices which can influence decisions regarding library law and financing understand and support the concept of library service.

f. Evidences in research reports and other documents that library services have aided in the development of research findings; acknowledgements of library participation in research findings and recommendations which bear on significant human problems.

g. Evidences in the schools and in Colleges of Education of an increased concern that future teachers become increasingly more aware of the value of libraries in the process of education.

The "indicators" listed above tend to be suggestions, hints of progress. Other more specific elements of evaluation can be detailed in respect to each of the three library "tools".

STAFF:

a. The increase in the number of persons employed by libraries, and the increase in the average number of persons employed per library. Coupled to this would be the actual number of employees in a library compared to the Standards of the American Library Association.

b. The increase in the number of professionally qualified employees in all libraries and the increase in this number as compared to the A.L.A. Standards.

c. The number of persons receiving scholarships and their years of service within the State.

d. The number of persons receiving internship grants and the number of these who pursue careers as librarians.

e. The number of workshops and institutes held, the number in attendance and the variety of subject matter offerings.

f. The number of persons working in libraries with special training for work with the disadvantaged, the aged, the handicapped, et al, and the increase in these specially trained persons from year to year.

g. The number of library employees who undertake independently courses of study which are designed to enhance their abilities to function in dealing with the disadvantaged or other similar groups.

MATERIALS:

a. The gross number of volumes added to libraries and the total holdings of libraries or library organizations; both of these as compared to A.L.A. Standards. Especial attention can be paid to materials on certain subjects, i.e., material dealing with grave national problems and national priorities, or material designed to make libraries more useful to individuals otherwise deprived of library service, i.e., the blind and physically handicapped, the aged, etc.

b. The growth of non-book materials collections in libraries as evidence of movement toward service for a media-oriented population.

c. Percentages of budget allocated toward conventional print materials as compared with non-print material.

d. Changes in membership of statewide cooperatives which supply expensive material.

e. Changes in numbers of members in cooperatives supplying acquisition, cataloging, and processing services.

f. Changes in acquisitions practices and policies as a result of membership in or association with a cooperative library organization.

TECHNIQUE AND METHOD:

a. Expenditures per capita as compared with national expenditures reported by A.L.A.

b. Extent of movement, statewide, toward maximum tax support permitted by law.

c. Creation of county library districts in 36 counties presently without such districts.

d. Number of mergers of municipal library districts with surrounding county districts.

e. Number of regional library districts created or enlarged by additions of new units.

f. Number of cooperative, contractual arrangements among libraries for mutual improvement.

g. Number of experiments in fuller coordination among libraries, especially different types of libraries -- school-public; college-public, etc.

h. Legislation adopted pertaining to libraries.

i. Increase in percentage of State financial support of local library activity.

j. Number of new library buildings erected; number of library buildings renovated; increased use of library service related to or influenced by an improved atmosphere.

k. Number of libraries undertaking specific new programs directed toward the disadvantaged and physically handicapped.

l. Budget requests by State institutions showing support for library programs.

m. Number of "finding systems", i.e., bibliographic centers, union catalogs, union lists, information retrieval methods developed for the benefit of several or many different libraries.

CRITERIA USED IN ALLOCATING FUNDS UNDER TITLE I OF THE ACT

A. General: Funds under this act will be used to benefit library programs designed to serve the informational needs of the people. Given the limitations of the funds, the following priorities will be used in considering all applications:

1. Projects created, developed or sponsored by the State agency which have value to the total library development of the entire State.

2. Projects calculated to achieve substantial library improvement which involve a number of libraries and which will benefit and enhance all of the involved libraries.

3. Projects involving single libraries, which projects by reason of their character, will either benefit indirectly other libraries in the State or will provide experience and information useful to all libraries in the State.

4. Projects involving single libraries, which projects while directly benefitting only the one library will, because of that library's role in the State or regional development plan, benefit all libraries of the State or region.

B. For purposes of this plan, the following criteria will be used to determine which library organizations or areas of the State shall be eligible to participate in the plan:

1. Services unavailable: Those areas of the State which do not maintain a public library established under the laws of the State of Missouri and those areas which operate libraries which have a total income of less than $5,000 per year shall be considered as being without library service.

2. Generally, those libraries shall be considered inadequate which fail to meet standards established by the American Library Association (STANDARDS FOR PUBLIC LIBRARY SYSTEMS, 1966). Specifically, those areas of the State which operate a library under the laws of the State but which fail to meet one or more of the following standards of adequacy shall be considered to have inadequate library service:

   a. Libraries shall have for their annual operating budget the proceeds of the maximum local levy provided by Missouri law.

b. Libraries shall have staff according to the following pattern.

(1) A professional administrator with at least five years administrative experience.

(2) One professional staff member for each 5,000 population served.

(3) One full-time employee for each 2,500 population served.

(4) One-third of the total staff shall have professional training.

(5) At least one full-time professional for service to adults; service to young adults; service to children; for audio-visual service; for organization of materials; for extension services.

c. Libraries shall have a total annual income, exclusive of federal funds, of $6.00 per capita.

With respect to persons in institutions supported by the State and to the blind and physically handicapped, the following publications will be used as the criteria for measuring adequacy of library services.

1. American Correctional Association. MANUAL OF CORRECTIONAL STANDARDS: LIBRARY SERVICES, 1966.

2. American Library Association. STANDARDS FOR LIBRARY SERVICES IN HEALTH CARE INSTITUTIONS, 1970.

3. American Library Association. STANDARDS FOR LIBRARY SERVICES FOR THE BLIND AND PHYSICALLY HANDICAPPED, 1966.

C. Inasmuch as certain areas of the State and certain groups of persons in the State are plagued by social and economic distress, special preference will be given to library projects which propose to bring improved services to areas of the State or to groups of persons among the following:

1. Areas with high concentrations of "low income families" as defined by the Office of Management and Budget for the Census Bureau 1970 Reports of Population and Housing.

2. Area Labor Markets, i.e., counties or cities designated as eligible for Public Works Grant Assistance or as Redevelopment Areas under the Public Works and Economic Development Act of 1965, so designated by the Economic Development Administration of the Department of Commerce. These designations are revised quarterly.

3. Areas which have or are participating in the Model Cities Program as reported in the annual HUD STATISTICAL YEARBOOK.

4. Areas which, as reported in the 1970 Census, contain large concentrations of:

   a. Blacks

   b. Other minority races

   c. Persons over 65 years of age

5. Areas with a population concentration of less than 25 persons per square mile in which evidence exists that a combination of distance and economic depression result in a practical inability of some persons to use existing library facilities.

6. Areas in which serious social malaise is prevalent -- drug abuse, juvenile delinquency, neglected children, migratory workers, substantial school dropout, substantial welfare participation -- toward the solution of which library programs can make a contribution.

D. The unique needs of persons who are blind or, because of physical disability or handicap, incapable of using conventional library materials, and of those confined in State-supported institutions, necessitate special emphasis within this plan. Commitments to the support of services to these persons have been made and this plan contemplates that no less than $166,000 annually in Federal, State, and local funds shall be spent to supply this kind of service.

E. GENERAL POLICY:

Given the commitments and the priorities noted above, and within the broad principles enunciated in the long-range plan, the following shall be specific activities under the plan:

1. Strengthening the State Library. In order for the State agency to stimulate, coordinate, and give library services to part or all of the State, funds will be used to supplement State appropriations for the agency.

2. Strengthening metropolitan public libraries which serve as resource centers for the State. In order for these libraries to continue their role in the State and to make their value to the State program greater, funds will be used to develop their programs, especially in regard to materials acquisition.

3. Staff and personnel recruitment, training and development. In order to assure adequate numbers of trained library employees within the State, scholarships for graduate study in library science, internships to college-age students interested in library science, and in-service training

grants for currently employed library personnel will be provided with funds under the plan. Funds will also be used to provide additional professional positions in libraries on a temporary (three year) basis.

4. Library cooperation and coordination. Funds will be used to encourage further coordination, cooperation, and merger or consolidation of public libraries.

5. Experimentation. Funds will be used to develop research into matters presently unknown regarding library practice and to conduct experiments into activities of programs which may provide information and understanding of improved methods of library service.

Every project undertaken with funds under this Plan will be judged according to the following:

1. Relevance to State Long-Range Plan.

2. Contribution to accomplishment of purposes of LSCA law.

3. Provable need.

4. Availability of local financial support and likely availability of such support at termination of federal funding.

5. Adequacy of plans for evaluation of project.

Evaluation evidence regarding all projects will be disseminated to all interested persons. Such evidence shall serve in future revisions of the Long-Range Plan and in the analysis of future proposals of a similar sort.

PROJECTED USES OF LIBRARY SERVICES AND CONSTRUCTION ACT FUNDS, BY BROAD PROGRAMS:

A SCHEDULE OF PRIORITIES

It is assumed in this plan that the State of Missouri, either through State funds or a combination of State and local funds, will meet the federal requirements to "earn" the full allotment of federal funds under Title I.

It is obvious that funding for library programs will depend upon decisions made by appropriating bodies, especially by those at the federal and State levels. These bodies will be influenced in their decisions by such considerations as:

a. The degree to which information, as supplied by libraries, is seen to be important in the lives of people.

b. The effectiveness with which libraries have demonstrated their capacity to understand and to meet citizen needs for information.

c. The development and operation of alternative means for securing services traditionally and presently provided by libraries.

d. Citizen responses to library offerings registered by requests and demands for more substantial funding for libraries.

e. The place of library service in any system of national priorities, especially in any national plan for education.

f. Economic pressures related to the state of the economy, the relationship of private and public enterprises and undertakings, and, in general, the national mood and attitude toward public programs and purposes.

Given the goals and priorities outlined in this plan, and in keeping with federal law and regulation, the following is a projection of expenditures of federal funds under this plan. THESE ARE LISTED IN PRIORITY ORDER.

1. As noted above, this plan obligates the State to maintain its program of support for library service to the institutionalized and to the blind and physically handicapped at a pre-determined level. Consistent with that obligation, a minimum of $40,000 of federal funds will be expended for service to the inmates of State supported institutions, with as much as $150,000 planned for the future, and a minimum of $35,000 for the blind and physically handicapped, with $150,000 planned for future years.

2. Maintenance of existing personnel and positions. Given the importance of adequate personnel in the State's libraries, $260,000 will be expended to maintain existing personnel and positions in the State Library and in public libraries in the State.

3. Improvement of the State Library. In addition to expenditures for personnel mentioned above, $120,000 will be expended to improve the services of the State Library agency in respect to personnel, collections, and general operation. Expenditures up to $300,000 in this program are contemplated.

4. Personnel Development. $100,000 will be expended for scholarship and internship programs and on in-service training activities with $200,000 anticipated for future years.

5. Disadvantaged. $275,000 will be expended for programs to serve both urban and rural disadvantaged persons with future expenditures to reach $400,000.

6. Metropolitan Libraries. $100,000 will be expended to develop the Kansas City and St. Louis Public Libraries with $200,000 planned for future years.

7. Statewide Programs and Experiments. $120,000 will be used to support state-wide programs for library development, improvement, or coordination with $200,000 planned for future expenditure.

8. Local experiments, demonstrations, and projects. $100,000 will be used to support local or regional library development projects in matters such as materials collection development and general operations.

CRITERIA, POLICIES AND PROCEDURES FOR THE APPROVAL OF APPLICATIONS FOR CONSTRUCTION OF PUBLIC LIBRARY FACILITIES UNDER TITLE II

The State agency will use the following criteria for determining whether or not an applying library district will be considered for participation in the programs under Title II -- Construction.

1. The library organization concerned possesses no outlet at the proposed location, and objective evidence is produced to indicate that an outlet there is necessary for adequate library development.

2. The library organization concerned is using a rented outlet and evidence indicates that an outlet owned by the library is necessary for adequate library development.

3. The library organization owns an outlet and proves that that outlet is inadequate, outmoded or is generally restrictive of library development.
   (Note: In respect to items 1, 2, 3, nationally recognized standards of building adequacy and nationally accepted principles for library effectiveness such as are contained in Public Library Service: A Guide to Evaluation with Minimum Standards, A.L.A., 1956; Practical Administration of Public Libraries by Wheeler and Goldhor, and other such publications will be used to test evidence produced regarding the need for construction.)

4. The library organization concerned must levy the minimum local tax and therefore be eligible for State Aid to public libraries under State law.

5. The library organization must be administered by a librarian who holds a professional degree in librarianship.

6. The library administration must have taken such steps as are appropriate to recognize and to carry out its role in the geographical area in which it is located and does participate in a library program which extends throughout a natural trade and service area.

7. The library administrator and the library staff shall have prepared a written analysis and projection of the library's program by way of indicating both the short and long-range building needs of the library.

8. The library administration and board shall have conducted or caused to be conducted a survey of the building needs of the library. This survey shall be conducted by one knowledgeable of library buildings design and construction and shall provide conclusive evidence both of the need for construction and the character of the structure needed.

9. The library administration and board shall have employed, or have definite plans to employ, a qualified architect, and shall have prepared, as a result of the activities outlined in #7 and #8 above, a written program for the use of the architect.

10. The library administration and board shall have selected or have plans for the selection and acquisition of a suitable site for the proposed construction.

11. The library administration and board shall have available, or be able to guarantee the availability of, local funds for the local share of the cost of construction.

12. The library administration and board shall have executed an agreement with the State Library which gives assurance that all of the requirements of the State Plan and of Federal Regulations as promulgated and distributed by the State agency will be fulfilled.

13. The library administration and board shall have submitted to the State Library such other information as may be requested in order to permit the State agency to determine whether the library's construction plans are in keeping with the State Plan for library development and the State Plan for construction.

Other things being equal, priority will be given to construction proposals in the following order:

1. Headquarters for the State Library.

2. Headquarters for any library determined to be a Major Resource Library.

3. Headquarters of principal outlet for libraries determined to be system resource libraries or regional resource libraries. These will be libraries located in those cities which are the natural trade as well as social, political and economic centers of a wide area of the State.

4. Headquarters for library organizations which, while not containing an outlet which qualifies under priority #3, nevertheless serve sizeable populations within a wide trade area.

5. Headquarters for single county libraries.

6. Branches of major resource libraries.

7. Branches of system resource libraries.

8. Branches of single county libraries.

9. In each of the priority categories noted above, preference will be given to applications from libraries which serve high concentrations of economically disadvantaged persons or for proposed facilities which will serve populations in which there is a substantial number of blacks, aged, or unemployed.

10. In each category of priority, preference will be given to applicants who may have been denied at an earlier time solely because of the inadequacy of funds available.

The intent of the State Plan for construction is to support the construction of new library facilities designed to meet satisfactorily the present and future needs of the citizens served. Therefore, while the remodeling of an existing library facility will be included in the Plan, if such remodeling is consistent with the criteria above, funds will not be allocated to the renovation of any existing structure not originally designed for library purposes unless substantial evidence can be provided to demonstrate that such a project will produce facilities at least as adequate and functional as those which might result from construction of new facilities.

A fully qualified architect is a member of the staff of the State agency. It is his responsibility to evaluate all construction proposals and to recommend to the State Librarian and to the State Library Commission action on each proposal.

The State agency will promulgate throughout the State its rules and regulations regarding this program, outlining in detail the criteria, priorities, and procedures in the Plan as well as requirements contained in the Federal regulations (45 C.F.R., Part 130.5 (b) (1-15)) which are incorporated herein by reference.

Appropriate forms for submitting to the State agency the data required will be furnished to any library desirous of participating. Documents such as surveys, building programs, etc., developed by the local library will be obtained.

The staff architect, together with professional staff members of the State agency, will evaluate each proposal in terms of the criteria, priorities, and regulations of the State agency and will prepare recommendations to the State Librarian and the State Library Commission regarding the application. The State Librarian will, on the basis of these recommendations, propose to the State Library Commission the approval or disapproval of the application. As a part of his recommendation to the State Library Commission the State Librarian will recommend the amount of federal funds to be allocated to the project.

In order to assure an adequate time for proper planning of the proposed structure, the State agency will allow up to one full year between the time of the State agency's approval of the project and the entering of a construction contract.

Opportunity for State hearing. The State agency will establish procedures whereby each agency whose application for participation is denied will be afforded an opportunity for a fair hearing before the State agency. An arbitration board will be created for each fair hearing and that board, composed of professional librarians who are in no way related to the State agency or the local library involved, will, after study of the entire matter, make recommendations to the State Library Commission regarding their findings in the matter.

CRITERIA, POLICIES AND PROCEDURES FOR APPROVAL OF APPLICATIONS FOR INTERLIBRARY COOPERATION UNDER TITLE III

The purpose of activity undertaken under this title shall be to take the fullest advantage of the library materials (books, periodicals, non-print media, etc.) presently within the State or to be acquired by the State.

This purpose will be accomplished by:

a. acquisition of knowledge of those materials which exist;

b. achieving access to materials, an access now prohibited or difficult;

c. delivery systems which locate and bring material from its location to the place it is needed.

Therefore, activities under this Plan will involve:

a. efforts at bibliographic determination of locations of materials;

b. efforts at removing barriers to access to materials;

c. efforts to provide users with convenient access to material desired.

Since access and delivery cannot occur, or may occur only as a result of fortuitous chance, unless knowledge of the existence of material exists, first priority under this plan will be for projects aimed at providing bibliographic information regarding materials. Because, however, knowledge of the existence of material is meaningless if access and use of it is denied, efforts at acquiring bibliographic information must also include determination of the conditions under which that material may be used and attempts to overcome what may be arbitrary or unreasonable barriers to that use.

As noted in the State Long-Range Plan the State Library should possess the fullest knowledge of the State's library resources in order that all libraries and all citizens might benefit. Nonetheless, efforts to secure bibliographic knowledge and access conducted in parts of the State rich in library resources, e.g., the two metropolitan areas, can contribute substantially to that knowledge needed by the State Library.

Therefore, applications for participation under this plan will be judged by the following:

a. The project's contribution to statewide knowledge of, and access to, materials.

b. The degree to which both knowledge of materials and access to them are provided for in the project.

c. The degree to which all libraries located within the project area are included and the degree to which all of these will benefit.

d. The degree of certainty that a project begun under this plan will continue to be supported in future years by State and/or local funds.

e. The degree to which library users can be shown to benefit from the project.

Although bibliographic control of resources and access to specialized material most often benefits the somewhat specialized library user and indeed the scholar, library material coordination and ease of access to material may also enhance library services to populations economically depressed and geographically isolated. The fullest degree of coordination between public and school libraries in some areas may bring substantially improved library programs for citizens. Therefore, experimental projects, designed to achieve this purpose, will be considered, provided that assurances can be given that local funds will be available at the end of the experimental period.

ADVISORY COMMITTEE TO THE STATE LIBRARY COMMISSION

NAME	ADDRESS	INTEREST (Job, Interest, Etc.)
1. BEDELL, Dr. Ralph	201 Mark Twain Hall University of Missouri Columbia, Mo. 65201	College Professor
2. BELL, Richard J., III	Poplar Bluff Youth Training Center R.R. 1, Box 116 Poplar Bluff, Mo. 63901	Institutional Library
3. BLISS, Robert	7515 Westmoreland Dr. Clayton, Mo. 63105	Former Trustee
4. BURK, Mrs. Sam	919 East Normal Kirksville, Mo. 63501	Citizen
5. COLEMAN, Mrs. Hattie	2720 East 35th Street Kansas City, Mo. 64128	School Librarian
6. CURRAN, Charles E.	1231 West 61st Terrace Kansas City, Mo. 64113	Trustee-Mid-Cont.P.L.
7. DUVALL, Mrs. Betty	Florissant Valley Community College 3400 Pershall Road St. Louis, Mo. 63135	Librarian
8. GILMAN, Esther	Trails Regional Library 106 East Market Warrensburg, Mo. 64093	Librarian
9. KEITH, W. H.	State Dept. of Education Vocational Rehabilitation Farm Bureau Building 1616 Missouri Blvd. Jefferson City, Mo. 65101	Director
10. LaBUDDE, Kenneth J.	Univ. of Mo. at K.C. 5100 Rockhill Road Kansas City, Mo. 64110	University Librarian
11. McCANN, Gordon	417 S. Robberson Springfield, Mo. 65801	Trustee-Spgfld-Greene Co. Lib.
12. NEAL, Mrs. Marnie	Rt. 1, Box 178B Blue Springs, Mo. 64015	President, MLA
13. PACE, George	415 Hafner Hannibal, Mo. 63401	Citizen-Former Legislator

14. PENNINGTON, Mrs. Eunice	Current River Reg. Lib. Van Buren, Mo. 63965	Librarian
15. PRIDE, Dr. A. Scott	118 Douglas Drive Jefferson City, Mo. 65101	Citizen-Univ. Prof.
16. SMITH, Mrs. Jewell	Public Libraries of Springfield & Greene Co. M.P.O. Box 737 Springfield, Mo. 65801	Asst. Librarian
17. SPOTSVILLE, Mrs. Inell	4714 East 53rd Kansas City, Mo. 64130	Citizen
18. STRUEMPH, Charles	Freeburg, Mo. 65035	Trustee-Thom.Jeff.Li
19. WALLHAUSEN, Arthur, Jr.	1312 Warde Road Charleston, Mo. 63834	Editor
20. WARNER, Rev. Edward J.	St. Augustine's Epis. Ch. 2732 Benton Kansas City, Mo. 64128	Clergyman
21. WILKINSON, Wm. A.	Monsanto Company 800 N. Lindbergh Blvd. St. Louis, Mo. 63141	Special Library
22. YOUNG, Mrs. Raymond	10 East Parkway Columbia, Mo. 65201	Citizen-Former Trust
23. YOUNG, Robert Ellis	208 West Macon St. Carthage, Mo. 64836	State Representative
24. ZAHND, L. Glen	104 South Hickory Savannah, Mo. 64485	Former Trustee-Rolli Hills Reg. Library

IF UNDELIVERABLE RETURN TO:

MISSOURI STATE LIBRARY

308 EAST HIGH STREET
JEFFERSON CITY 65101

Area Code 314
Phone: 635-7985
TWX 314-635-6728

Non Profit Org.
U. S. Postage
PAID
Jefferson City, Mo
PERMIT NO. 10

SEP 7 1972

THE AMERICAN SOCIETY FOR INFORMATION
SCIENCE
1140 CONNECTICUT AVE. SUITE 804
WASHINGTON, D.C. 20036

33

State Librarian / Charles O'Halloran

COMMISSION

Judge Temple H. Morgett, Pres. / Mrs. Paul Burroughs / Dr. C. Edward Carroll / Dr. Arthur Mallory / Mrs. Frank Steury / Mrs. F. C. Wallower